

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT		1. CONTRACT ID CODE	PAGE OF PAGES *
2. AMENDMENT/MODIFICATION NO. PR-HQ-99-16979/0001	3. EFFECTIVE DATE 11/12/99	4. REQUISITION/PURCHASE REQ. NO. PR-HQ-99-16979	5. PROJECT NO. (If applicable)
6. ISSUED BY CODE		7. ADMINISTERED BY (If other than item 6) CODE	
Environmental Protection Agency Bid and Proposal Room (3802R) 401 M Street, S.W. Washington, DC 20460			
8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code)		(✓)	9A. AMENDMENT OF SOLICITATION NO. PR-HQ-99-16979
		✓	9B. DATED (SEE ITEM 11)
			10A. MODIFICATION OF CONTRACT/ORDER NO.
			10B. DATED (SEE ITEM 13)
CODE	FACILITY CODE		

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

[X] The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers [] is extended, [X] is not extended.

Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods:

(a) By completing Items 8 and 15, and returning 1 copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (If required)**13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS, IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.**

(✓)	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A
	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
	D. OTHER (Specify type of modification and authority)

E. IMPORTANT: Contractor [] is not, [] is required to sign this document and return _____ copies to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)

Clause H.18 has been modified.
 Clause L.14 has been modified.
 Clause L.16 has been modified.
 Cost Proposal Instructions page 3 has been modified.

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print)		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print)	
		MICHELLE L. BARRETT	
15B. CONTRACTOR/OFFEROR	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA	16C. DATE SIGNED
(Signature of person authorized to sign)		(Signature of Contracting Officer)	

NSN 7540-01-152-8070
 PREVIOUS EDITION UNUSABLE

30-105

STANDARD FORM 30 (REV 10-83)
 Prescribed by GSA
 FAR (48 CFR) 52.243

AMENDMENTS TO THE SOLICITATION

1. The clause entitled "KEY PERSONNEL (EPAAR 1552.237-72) (APR 1984)" has been modified. The text is as follows:

(a) The Contractor shall assign to this contract the following key personnel, Program Manager and Senior Project Manager.

The offeror will submit this information with the proposal. The position titles and individual names will be specified in the contract, at time of award, in accordance with the Technical Proposal Instructions.

(b) During the first ninety (90) calendar days of performance, the Contractor shall make no substitutions of key personnel unless the substitution is necessitated by illness, death, or termination of employment. The Contractor shall notify the Contracting Officer within 15 calendar days after the occurrence of any of these events and provide the information required by paragraph (c) below. After the initial ninety (90) calendar day period, the Contractor shall submit the information required by paragraph (c) to the Contracting Officer at least 15 calendar days prior to making any permanent substitutions.

(c) The Contractor shall provide a detailed explanation of the circumstances necessitating the proposed substitutions, complete resumes for the proposed substitutes, and any additional information requested by the Contracting Officer. Proposed substitutes should have comparable qualifications to those of the persons being replaced. The Contracting Officer will notify the Contractor within 15 calendar days after receipt of all required information of the decision on substitutions. This clause will be modified to reflect any approved changes of key personnel.

2. The clause entitled "DEFINITION OF LABOR CLASSIFICATION" has been modified. The text is as follows:

The following labor classifications will be required for staffing the contract:

Program Manager
Senior Project Manager

The following definitions of the labor classifications are provided to aid in preparing the technical and cost portions of the offeror's proposal. The offer (proposal) shall provide a cross-walk between the proposed technical and cost labor categories.

Typical Title: Program Manager

Plans, conducts and supervises projects of major significance, necessitating advanced knowledge and the ability to originate and apply new and unique methods and procedures. Supplies technical advice and counsel to other professionals. Generally operates with wide latitude for unreviewed action.

Minimum Educational Qualifications:

- Ph.D. Degree, Law Degree, or equivalent, with 8 years or more experience; or
- M.S./M.A. Degree or equivalent, with 10 years or more experience; or
- B.S./B.A. Degree with 12 years or more experience

Experience Qualifications:

Demonstrated experience in managing complex programs or projects involving a diverse workforce and complying with Federal contracting requirements. Demonstrated experience in performing or managing environmental remediation projects. Experience and capabilities must include organizing and managing large, complex contracts (including managing subcontractors and consultants) similar to the effort in this RFP, and experience in the subject areas identified in the SOW. **(Please provide the contract title, contract number, project officer's name and current telephone number, contract dollar value and contract length in documenting the past experience.)**

Typical Titles: Senior Project Manager

Plans, conducts and supervises projects of major significance, necessitating advanced knowledge and the ability to originate and apply new and unique methods and procedures. Supplies technical advice and counsel to other professionals. Generally operates with wide latitude for unreviewed action.

Minimum Educational Qualifications:

- Ph.D. Degree, Law Degree, or equivalent, with 4 or more years experience; or
- M.S./M.A. with 6 or more years experience; or
- B.S./B.A. degree with 8 or more years experience.

Minimum Experience Qualifications:

Team Project Leaders and Work Assignment Project Manager - Demonstrated experience in performing or managing complex environmental support tasks, including project planning and budgeting, directing performance of tasks, and review of deliverables.

[EPA may use the following disciplines or other science disciplines in support of a specific enforcement effort in support of the SOW.]

Typical Title: Chemist, Geologist, Hydrologist, Ecologist, Toxicologist, Chemical Engineer, Civil Engineer

Minimum Education and Experience Qualifications:

- Bachelor of Science Degree - 5 years of professional

experience

- Master of Science Degree - 3 years of professional experience in their specific discipline.

Typical Titles: Engineer, Research Assistant, Systems Analyst, Financial Analyst, Computer Programmer/Data Base Analyst.

Under general supervision of a manager, this individual plans, conducts and supervises assignments on a project-by-project basis. Estimates budgets and schedules work to meet completion dates. Directs assistance, reviews progress and evaluates results; makes changes in methods or project design where necessary. Also includes technical professionals who possess specialized skills or expert knowledge. Such persons may be tasked on an as needed basis to perform tasks within their area of expertise on certain projects.

Minimum Education and Experience Qualifications:

- M.S./M.A. Degree or equivalent, with 2 or more years experience in discipline; or
- B.S./B.A. Degree or paralegal certificate, or equivalent, with 3 or more years experience in discipline.

Typical Titles: Research Associate, Field Technician, Document Reviewer/Coder

Under supervision of a senior or project leader, carries out assignments associated with projects related to the contract SOW. Work assignments are varied and require some originality and ingenuity. Applies training of professional discipline to assigned projects and translates technical guidance and training received into usable deliverables. Evaluates information associated with various projects for use in making recommendations to the client. Other duties as assigned.

Minimum Education Qualifications:

- B.S./B.A. degree, paralegal certificate, or equivalent with two(2) years experience directly related to contract task performed.

3. The clause entitled "IDENTIFICATION OF SET-ASIDE/8A PROGRAM APPLICABILITY (EP 52.219-100) (FEB 1991)" has been modified. The text is as follows:

This procurement is being processed as follows:

- (a) Type of set-aside: Small Business
Percent of the set-aside: 100%
- (b) 8(a) Program: Not Applicable

4. The following sentence in the Cost Proposal Instructions (page 3-4) has been deleted.

"The direct labor hour mix and personnel proposed as part of the cost proposal shall be the same as proposed in the technical proposal."